

AMHS
Board of Trustees Minutes
September 20, 2025
10:00 AM – Grace Hall Library / ELC

In Person / No Zoom

Opening Prayer—Steve Schmutz

Roll call— Rich Bacigalupi called the roll, and a quorum was declared.

Present: Rich Bacigalupi, Mike Burns, Jason Cummings, Jeff Cymbaluk, Kim Gaffney, Mytyl Hernandez, Mindy Humphrey, Mary Kelly, Talia Mahnke, Jon Nehring, Angie Sievers, Alex McGinty, Nicole Codd, and Steve Schmutz. Special guest: Shawn Hoban.

Absent: Bill Brooking, Anthony Fletcher, Denise Montoya, Heather Thomas-Murphy, Nate Nehring, Pam Schwartz

Approval of August Minutes— The board approved the minutes from the August meeting of the Board of Trustees.

Chair's Report—Mike Burns welcomed everyone to the in-person board meeting. He acknowledged that many board members have students at the school. Mike then shared that when he took on the role of Chair, there were some challenging situations to resolve and good work to continue, including the extension of Steve's contract. Mike then shared that he had met with other Catholic school leaders and quickly saw that AMHS was special. Our staff love being here. Many see positive change after Alicia's exit. Alternatively, other schools are saddled with debt, non-aligned student bodies, and aging teacher staff. Mike met with families and with Alicia on her exit. After these meetings, Mike shared that the three pillars began to show themselves needing attention to ensure our continued success. The pillars needing attention are Advancement, Fundraising, and Facilities. Mike said we will explore these areas at our October board meeting. Mike said he will restructure future board meetings to focus on work, not committee reports. Each committee sends summaries before each board meeting; there is no need to restate what is already written. Committees can share information during board meetings that needs clarification or is something new. Mike then passed the discussion to Shawn Hoban.

Shawn Hoban: Shawn gave his personal and inspiring account of the founding of AMHS. The transcript of his presentation is attached.

School report: Steve delivered the School Report. Tom Weir is at a retreat for ongoing training. Accreditation preparation is in progress. The first Mass with Fr. Okumo was recently held. Students are now wearing liturgy-appropriate dress. Fr. Ryan will hold mass on the 2nd Friday of each month at 7:15 AM. Board members began discussing assisting families with girls in selecting liturgical dress. Steve then updated the board on the Snohomish County Hall of Fame inductees from AMHS.

Capital Campaign – Reminder that Jeff and Jodie Cymbaluk are hosting a special event at their home on Thursday, September 25 to review the capital campaign and raise funds.

Governance

See attached Governance Report.

- Enrollment is now 453.
- The HVAC system is being inspected. Expect repair estimates.
- The October Board Meeting will be on Oct 14, in-person at AMHS, 5:30 PM.
- The topic of the board meeting will be the three pillars of Advancement, Fundraising, and Facilities.

Advancement

See attached Advancement Report.

- The auction is coming up. Shannon O'Kelley and Alex McGinty are hosts.
- Advertising AMHS and marketing is in progress to support enrollment

Finance

See attached Finance Report & Financials

- An audit with Moss Adams is in progress.
- Actively shaving expenses

Facilities / Security / Technology

See attached Report

- Mike, Steve, and Jeff walked the exterior campus and identified cleanup and repair projects. Many items will be completed by Homecoming.
- Interior walk schedule for the week of Sep 29.
- An application has been made for a Seahawks grant for lower field lights
- The need for a capital needs assessment was discussed. A new evaluation is estimated to cost \$5800. No action taken.
- The school has identified a volunteer to help write grants.
- Completing the Counseling Room space requires an additional cost of up to \$80,000 to cover increased electrical costs. The funds are not yet allocated but might come from the capital reserves if donors are not secured.

Alumni

See Alumni Committee Report

The upcoming Golf Tournament, homecoming, and 30-year reunion were discussed. Thalia is completing her board work with this meeting, but will remain an active member of the Alumni Committee.

New Business

None

The next board meeting will be Oct 14 – IN PERSON with Zoom Option

5:30 PM @ AMHS